

BID SOLICITATION

Page 1 of 4
Printed: 6/1/2006



City of Chattanooga
100 East 11th Street, Room 200
Chattanooga TN 37402

BID OPENING DATE AND TIME:

06/15/2006 2:00 PM

BID NUMBER: B0003277

SEALED BIDS

Mail or submit two (2) signed copies of bid form to this office in the enclosed envelope. Retain one copy for your file.

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BUYER: Talley, Debbie J.

PHONE #: (423) 757 - 5184 ext.

DELIVERY REQUIRED: 06/15/2006 2:00 PM

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City of Chattanooga
100 East 11th Street, Room 200
Chattanooga TN 37402

Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>Requisition No.: R0088727 Ordering Department: Fleet Maintenance Buyer & Phone: Debbie Talley 423-757-5184 *****</p> <p>ITEM PURCHASED: Uniform Rental *****</p> <p>This Shall Be A Twenty-Four (24) Month Requirements Contract To Supply Uniform Rental. The Contract Term May Be Renewed For An Additional Twelve (12) Month Term Under The Same Terms And Conditions By Mutual Agreement. The City Of Chattanooga And The Contractor May Bilaterally Extend The Contract By Providing Written Confirmation of Agreement By Both Parties At Least 30 Days Prior To The Contract's Current Expiration Date Into Any Successive Term As Provided Herein. *****</p> <p>ATTACHMENTS: SPECIFICATIONS: One (1) Page DELIVERY LOCATIONS: One (1) Page AFFIRMATIVE ACTION PLAN: Two (2) Pages REQUIREMENT FOR INSURANCE COVERAGE: Two (2) Pages *****</p> <p>Quantities Are Estimates Only The City Of Chattanooga Shall Guarantee No Minimum Or Maximum Amount Purchased During The Lifetime Of The Contract. *****</p> <p>*** BIDS MUST BE RECEIVED NO LATER THAN *** *** 2:00 PM EST on June 15, 2006 *** *****</p> <p>Any manufacturer's names, trade names, brand names, or catalog numbers used in the specifications are for the purpose of describing and establishing general quality levels. Such references are not intended to be restrictive. Bids will be considered for any brand which meets or exceeds the quality of the specifications listed for any item.</p>				

NOTE: ALL BIDS RECEIVED ARE SUBJECT TO THE TERMS AND CONDITIONS.

ALL BIDS MUST BE SIGNED - The undersigned offers the above quoted prices under the conditions contained herein.

The City is Exempt from all Federal and State Tax.
Bids will be received at the above mentioned address.

COMPANY: _____

SIGNATURE: _____

NAME AND TITLE: _____

TERMS OF PAYMENT: _____

TELEPHONE NUMBER: _____

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	<p>The City of Chattanooga reserves the right to reject any and/or all bids, waive any informalities in the bids received, and to accept any bid which in its opinion may be for the best interest of the city.</p> <p>The City of Chattanooga will be non-discriminatory in the purchase of all goods and services on the basis of race, color, or national origin.</p> <p>***** NOTE ***** PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION:</p> <p>Phone/Toll-Free No. _____</p> <p>FAX No. _____</p> <p>eMail Address _____</p> <p>Contact Person's Name _____</p> <p>Employer's ID No. _____</p> <p>***** ALL ITEMS MUST BE QUOTED F.O.B. DESTINATION ****</p>				
1.0	<p>983-86</p> <p>Uniform Men's</p> <p>65/35 Blend For Shirts (With Collar) And Pants, With Option Of S/S Or L/S Or Combination.</p> <p>Thereof On Initial Order Total Of Eleven (11) Shirts And Pants.</p>	594.00	EA		
2.0	<p>983-86</p> <p>Uniforms Women's</p> <p>65/35 Blend For Shirts (With Collar) And Pants, With Option Of S/S Or L/S Or Combination.</p> <p>Thereof On Initial Order Total Of Eleven (11) Shirts And Pants.</p>	22.00	EA		
3.0	<p>Uniforms Supervisors</p> <p>65/35 Blend Oxford Button Down Shirts With Option Of S/S Or L/S Or Combination.</p> <p>Thereof On Initial Order Total Of Eleven (11) Shirts And Pants.</p>	66.00	EA		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
4.0	983-86 Uniforms Welder's 100% Cotton With Option Of S/S Or L/S Or Combination. Thereof On Initial Order Total Of Eleven (11) Shirts And Pants.	88.00	EA		
5.0	983-86 Uniforms Coveralls 65/35 Blend Or 100% Cotton Thereof On Initial Order Total Of Three (3) Coveralls.	3.00	EA		
6.0	983-86 Jackets All Weather Coat, Micro-Coated For Wind And Water Resistance, 65/35 Poly/Cotton Poplin With Stand-Up Collar And Hidden Good. At Least Two (2) Side Pockets With Zippers And Elastic Areas Around Waist And Cuffs.	71.00	EA		
7.0	983-86 Smocks Designed For Men And Women Full Length 80/20 Poly/Cotton Poplin, Five (5) Buttons At Least Three (3) Patch Pockets With Two (2) Vent Openings And A Lined Notched Lapel. (Five (5) Per Week)	5.00	EA		
8.0	983-86 Uniform Emblem Name & City Custom Seal Initial Charge	1.00	EA		
9.0	983-86 Uniform Emblem Name & City Custom Seal Silk Screen	1.00	EA		
10.0	983-86 Uniform Emblem Name & City Custom Seal Embroidered	1.00	EA		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
11.0	983-86 Uniform Emblem Name & City Custom Seal Charge After Initial Order	1.00	EA		
12.0	983-86 Uniform Emblem Name & City Custom Seal Silk Screen	1.00	EA		
13.0	983-86 Uniform Emblem Name & City Custom Seal Embroidered	1.00	EA		
14.0	983-86 Preparation/Setup Charge	1.00	EA		
15.0	983-86 Repairs To Uniforms	1.00	EA		
16.0	983-86 Alterations	1.00	EA		
17.0	983-86 Size Changes	1.00	EA		
18.0	983-86 Deprectiation Rate	111.00	EA		
				TOTAL:	

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All questions should be submitted in writing by end of business on June 6, 2006 to the following:

Debbie Talley
200 City Hall Annex
Chattanooga, TN 37402

Fax Number: 423-757-4851

E-Mail Address: talley_deb@mail.chattanooga.gov

City Of Chattanooga Uniform Rental Specifications

This bid will be for the rental and maintenance of approximately 71 uniforms for the Fleet Maintenance, Building Maintenance and Radio Shop Divisions of the City of Chattanooga. All uniforms shall be constructed of traditional materials used in service applications. This contract shall be for Twenty-Four (24) Months with the option to renew for one (1) additional twelve (12) month period.

Color: To be determined by customer.

The City of Chattanooga reserves the right to cancel this contract upon thirty (30) days of written notice.

The vendor shall submit invoices on a weekly basis listing employee name and the total charge for each.

Emblems and Name Patches: Include price for emblems and name patches on initial bid and price after the initial service for new employees hired thereafter.

Preparation/Setup Charges: Bid shall include all prices for preparation or Setup Charges on initial order and on any orders thereafter.

All employee options will be selected at the beginning of the contract and will not be negotiable.

All sizes of uniform to be priced the same.

All Maintenance charges will be included in the uniform rental prices. This includes repairs, alterations, size changes, and includes any replacements when worn or unsightly. Grease stains to be considered normal wear and tear and to be replaced at no charge.

Abused Garments: Bid shall include any cost for abused or damaged garments and the costs associated with them. Any abused or damaged uniform must be brought to the attention of the immediate supervisor and agreed upon before any cost can be invoiced. The cost charged for uniform abuse should be depreciated 30% yearly.

Lost Garments: Lost or Stolen garments will be covered by the City of Chattanooga; however, these uniforms should be pro-rated according to length of service. Please include a pro-rated scale for your uniforms.

Eleven Sets will be supplied for each person and will be laundered and returned to the location weekly, by the Contracted Company Representative.

No Price increases for the term of the original agreement.

Service Charge/Delivery Fee/Environmental Fees: Please build this charge into the uniform per person bid price.

Price any other charges that will be associated with this service. If these charges are not included in the original bid/contract then the City of Chattanooga will not be responsible for such charges.

Delivery Locations:

Fleet Maintenance Division I
12th & Park Streets
Chattanooga, TN 37403

Fleet Maintenance Division II
3102 Elmendorf Circle
Chattanooga, TN 37406

Radio Shop
3300-1/2 Amnicola Highway
Chattanooga, TN 37406

Building Maintenance
10th & Lindsay – Behind City Hall
Chattanooga, TN 37402

Affirmative Action Plan

The City of Chattanooga is an equal opportunity employer and during the performance of this Contract, the Contractor agrees to abide by the equal opportunity goals of the City of Chattanooga as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or handicap. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, national origin, or handicap. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay, or other forms of compensation, and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin, or handicap.
3. The Contractor will send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. In all construction contracts or subcontracts in excess of \$10,000 to be performed for the City of Chattanooga, any contractor and/or subcontractor is further required to file in duplicate within ten (10) days of being notified that it is the lowest responsible bidder, an affirmative action plan with the EEO Director of the City of Chattanooga. This plan shall state the Contractor's goals for minority and women utilization as a percentage of the work force on this project.
5. This Plan or any attachments thereto shall further provide a list of all employees annotated by job function, race, and sex who are expected to be utilized on this project. This plan or attachment thereto shall further describe the methods by which the Contractor or Subcontractor will utilize to make good faith efforts at providing employment opportunities for minorities and women.

During the term of this contract, the Contractor upon request of the City, will make available for inspection by the City of Chattanooga copies of payroll records, personnel documents and similar records or documents that may be used to verify the Contractor's compliance with these Equal Opportunity provisions.

6. The Contractor will include the portion of the sentence immediately preceding paragraph 1 and the provisions of paragraphs 1 through 6 in every subcontract so that such provisions will be requested of each subcontractor. The Contractor agrees to notify the City of Chattanooga of any subcontractor who refuses or fails to comply with these equal opportunity provisions. Any failure or refusal to comply with these provisions the contractor and/or subcontractor shall be a breach of this contract.

(Signature of Contractor)

(Title and Name of Company)

(Date)

REQUIREMENTS FOR INSURANCE COVERAGE

The Contractor shall not commence work under these Contract Documents until he has obtained all insurance required herein nor shall the Contractor allow any Subcontractor to commence work on his subcontract until similar insurance required of the Subcontractor has been obtained by the Subcontractor. Insurance shall be placed by the Contractor with one or more insurance carriers licensed to do business in the State of Tennessee. Each insurance policy shall be renewed ten (10) days before the expiration date of the policy.

Certificates of insurance shall be filed with the City prior to commencement of the work. These certificates shall contain a provision that coverage's afforded under the policies will not be changed or canceled unless at least fifteen (15) days' written notice has been given to the city. The Contract shall not be binding upon the city until the insurance coverage required herein has been obtained and certificates have been filed with the City.

Adequate insurance coverage shall be maintained by the Contractor at all times. Failure to maintain adequate coverage shall not relieve the Contractor of any responsibilities or obligations under these Contract Documents. In the event any insurance coverage is canceled or allowed to lapse, the Contractor will not be permitted to prosecute the work until adequate and satisfactory insurance has been obtained and certificates of insurance furnished to the City. Failure to keep insurance policies in effect will not be cause for any claims for extension of time under these Contract Documents.

All such policies shall be subject to approval by the City Attorney. Should the City Attorney at any time in his sole discretion determine that the insurance policies and certificate provided may not be sufficient to protect the interests of the City because of the insolvency of the insurance company or otherwise, the Contractor shall replace such policies with policies meeting his approval.

The Contractor shall procure and maintain at his own expense, during the Contract Time, insurance as hereinafter specified:

Workmen's Compensation Insurance that shall protect the Contractor against all claims under applicable state workmen's compensation laws shall be maintained. The Contractor shall also be protected against claims for injury, disease or death of employees which, for any reason, may not fall within the provisions of a workmen's compensation law. This policy shall also include an endorsement providing coverage in all states in which work is performed. The Contractor shall require all the Subcontractors to provide similar Workmen's Compensation Insurance for all the Subcontractors' employees on the work unless such employees are covered by the protection afforded by the Contractor. The liability limits shall not be less than that required by statute.

General Public Liability and Property Damage Insurance that shall be written in comprehensive form and shall protect the Contractor against all claims arising from injuries including death, to members of the public or damage to property of others arising out of any act or omission of the Contractor or his agents, employees, or Subcontractors. In addition, this policy shall specifically insure the contractual liability assumed by the successful bidder to defend and indemnify the City of Chattanooga against such claims or suits.

To the extent that the work may require blasting, explosive conditions or underground operation, the comprehensive general public liability and property damage coverage shall contain no exclusion relative to blasting, explosion, collapse of buildings, or damage to underground property.

The comprehensive general public liability and property damage coverage shall also protect the Contractor against all claims resulting from damage to:

1. Private driveways, walks, shrubbery and plantings;
2. Public utility facilities; and
3. U.S. Government monuments.

The liability limits shall not be less than:

Bodily Injury	\$ 500,000 each person \$1,000,000 each occurrence
Property Damage	\$ 250,000 each occurrence \$ 500,000 aggregate

The general public liability and property damage insurance shall carry an endorsement in form satisfactory to the City to the effect that the Contractor shall save harmless the City from any claims and damage whatsoever, including patent infringement. General public liability and property damage insurance shall be kept in force at all times during the course of the work until such time as the work covered by these Contract Documents has been completed and accepted by the City.

Comprehensive Motor Vehicle Liability and Property Damage Insurance that shall be written in comprehensive form and shall protect the Contractor against all claims for injuries to members of the public and damage to property of others arising from the use of motor vehicles, and shall cover operation on or off the site of all motor vehicles licensed for highway use, whether they are owned, non-owned, or hired.

The liability limits shall not be less than:

Bodily Injury	\$ 250,000 each person \$ 500,000 each occurrence
Property Damage	\$ 100,000 each occurrence